

CITY OF WEST TORRENS



MINUTES

of the

AUDIT AND RISK PRESCRIBED COMMITTEE

Members: Councillor S Rypp (Presiding Member),
Councillor G Vlahos
Independent Members: R Haslam, E Moran, S Spadavecchia

of the

CITY OF WEST TORRENS

held in the Mayor's Reception Room, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 12 JUNE 2018
at 6.00pm

Terry Buss PSM
Chief Executive Officer

City of West Torrens Disclaimer

Please note that the contents of this Committee Minutes have yet to be considered by Council and Committee recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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1 MEETING OPENED

The Presiding Member declared the meeting open at 6.04pm.

1.1 Evacuation Procedure

The evacuation procedures were taken as read.

2 PRESENT

Committee Members:

Cr S Rypp (Presiding Member)

Councillor: G Vlahos

Independent Members: R Haslam, E Moran, S Spadavecchia

Officers:

Mr T Buss (Chief Executive Officer)

Ms P Koritsa (General Manager Business and Community Services)

Mrs L Johnson (Program Leader Strategic Resilience)

3 APOLOGIES

Nil

4 DISCLOSURE STATEMENTS

Nil

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Audit and Risk Committee held on 10 April 2018 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: Mr Ross Haslam

Seconded: Mr Sam Spadavecchia

That the recommendation be adopted.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

Nil

7 PRESENTATIONS

Nil

8 OUTSTANDING REPORTS/ACTIONS

8.1 Open Actions Update

This report presented an update on the current status of open actions from previous meetings of the Audit and Risk Prescribed General Committee.

RECOMMENDATION

It is recommended to the Audit and Risk Committee that it notes there are no current open actions.

COMMITTEE RESOLUTION

Moved: Mr Ross Haslam
Seconded: Ms Elizabeth Moran

That the recommendation be adopted.

CARRIED

9 REPORTS OF THE CHIEF EXECUTIVE OFFICER

9.1 Financial Reporting and Sustainability

9.1.1 Financial Reporting

This report listed those finance related reports which were considered by Council between 4 April 2018 and 5 June 2018.

RECOMMENDATION

It is recommended to the Audit and Risk Committee that the Financial Reporting report be received.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran
Seconded: Mr Ross Haslam

That:

1. The Financial Reporting report be received.
2. A copy of the 2018-2019 Budget and Annual Business Plan be placed in the August Committee meeting agenda for discussion.

CARRIED

9.2 Internal Controls and Risk Management Systems

Nil

9.3 Internal Audit

9.3.1 2017-2018 Internal Audit Program Update

This report presented the 2017-2018 Internal Audit Program Update.

RECOMMENDATION

It is recommended to the Audit and Risk Committee that the 2017-2018 Internal Audit Program update report be received.

COMMITTEE RESOLUTION

Moved: Ms Elizabeth Moran

Seconded: Mr Ross Haslam

That the recommendation be adopted.

CARRIED

9.4 External Audit

9.4.1 BDO Annual Audit Plan & Engagement letters

This report provided the Audit and Risk Prescribed Committee with BDO's Annual Audit Plan and Engagement letters in relation to the 2017/18 external audit.

RECOMMENDATION

It is recommended to the Audit and Risk Prescribed Committee that BDO's correspondence be received.

COMMITTEE RESOLUTION

Moved: Mr Sam Spadavecchia

Seconded: Cr George Vlahos

That the recommendation be adopted.

CARRIED

9.5 Committee Performance and Reporting

Nil

10 OTHER BUSINESS

10.1 New and Emerging Risks

COMMITTEE RESOLUTION

Moved: Mr Ross Haslam

Seconded: Mr Sam Spadavecchia

That a separate agenda item be included in each agenda with regards to new and emerging risks.

CARRIED

11 CONFIDENTIAL

Nil

12 NEXT MEETING

14 August 2018, 6.00pm in the Mayor's Reception Room.

13 MEETING CLOSE

The Presiding Member declared the meeting closed at 6.40pm.